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Transportation

TRAFFIC MANAGEMENT POLICY GUIDANCE

Applicability. This pamphlet applies to the HQ, U.S. Army Field Support Command (AFSC) Joint Munitions Transportation Coordinating Activity (JMTCA)(AMSFS-ST), and all AFSC installations and their respective installation traffic management offices engaged in transportation and traffic management functions for the AFSC.

Decentralized printing. All AFSC installations are authorized to locally reproduce this pamphlet.

Proponent. The proponent of this pamphlet is the AFSC Transportation Directorate. Users are invited to send comments and suggestions to HQ AFSC(AMSFS-ST), 1 Rock Island Arsenal, Rock Island, IL 61299-6500, e-mail afsc-ofc-st@osc.army.mil.

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FOR THE COMMANDER:


D. Scott Welker
Chief of Staff

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1. Purpose. The guidance herein encompasses Continental United States (CONUS) and Outside Continental United States (OCONUS) munitions shipments, general cargo movements, Foreign Military Sales (FMS) shipments, and airlift movements. Electronic billing data, containerization policy, automation projects, and movements utilizing military vehicles are also covered. Responsibilities are identified and installation transportation officers (ITO's) are provided with "where to go" information for more detailed guidance in each of the above areas of concern.

2. References.

a. Defense Transportation Regulation (DTR), DOD Regulation 4500.9-R-Part 2 Cargo Movement, May 2003.

b. DD Form 626, Motor Vehicle Inspection.

c. DD Form 1907, Signature and Tally Record.

3. Responsibilities.

a. Joint Munitions Transportation Coordinating Activity (JMTCA/AMSFS-ST):

(1) Coordination of all service's export munitions movements via common user sealift (see DTR DOD 4500.9R, Part 2, Cargo Movement).

(2) The Munitions Strategic Mobility Program (MSMP) and supports the Army Power Projection Program (AP3) as the lead office.

(3) Development of functional requirements for the Munitions Transportation Management System (MTMS) and its field module (MTMS-FM).

(4) Development of functional requirements for MTMS-FM, as well as ensuring all munitions related Automated Identification Technology (AIT) efforts are both compatible with technology and current infrastructure.

(5) Management responsibility for the OCONUS munitions, FMS munitions, SMCA and USMC munitions airlift transportation programs.

b. The Transportation Operations Team is responsible for ITO's munitions functions (i.e., Operations and Maintenance, Army (OMA) transportation funding, procurement appropriation programs, and Electronic Transportation Acquisition (ETA)/Global Freight Management (GFM) Power Track Systems).

c. The ITO at any AFSC installation has responsibility to ensure all non-hazardous material, all hazardous material (HAZMAT), and FMS (see DOD 4500.9-R) movements (to include all classes of munitions) are shipped IAW DOD 4500.9-R.

d. Shipping activities must prepare a DD Form 626 before commercial or MOV/Government vehicles are used for transporting

placarded amounts of regulated HAZMAT (49 CFR, Part 172.101) on public highways.

e. The ITO of an AFSC shipping activity is responsible for implementing the Carrier Performance Program (CPP), as applicable, IAW DOD 4500.9-R, Chapter 207.

f. The ITO has the responsibility for reporting, initiating, and processing Transportation Discrepancy Reports (TDRs) IAW DOD 4500.9-R, Chapter 210.

4. Guidance Structure.

a. The CONUS Movement Munitions Program Team initiates the process by reviewing and processing single-managed CONUS requisitions for all services, either manually or received via Ammunition Demand Automated Process (ADAP). Sourced requisitions are returned to item managers. CONUS traffic management instructions are prepared as required, and provided to shippers. The CONUS team performs consolidation, tracing, expediting, and coordinates diversions of CONUS shipments. Shipments are monitored utilizing the Defense Transportation Tracking System (DTTS) or Intelligent Road Rail Information System (IRRIS). All shipments processed through the JMTCA/AMSFS-ST are reviewed, sourced, and analyzed for movement to destination. More detailed support/ guidance for the ITO can be obtained from AMSFS-ST (DSN 793-6243/4157/0479, COML (309) 782-).

b. The OCONUS Movements Surface Team initiates the process by reviewing and processing OCONUS requisitions for all services, either manually or received via ADAP. Requisitions are sourced in MTMS by transportation personnel, returned to the item managers, and then offered to the Surface Deployment and Distribution Command (SDDC) Integrated Booking System (IBS). Upon receipt of sufficient tonnage, the JMTCA requests a vessel thru SDDC to support a move into Theater. The JMTCA provides total tons, estimated truck, railcar and container numbers to HQ SDDC. Upon receipt of vessel confirmation, the JMTCA coordinates an in-port cargo window with the shipper, the port, and HQ SDDC. All item information pertinent to shipping (i.e., rqn number, nsn, dodic, qty) is furnished to port. This includes instructions for shipping breakbulk or containerized (the preferred method) shipments and fund cites. The final in-port cargo date is furnished along with shipping instructions to the shipper (ITO) after SDDC releases vessel information. MTMS captures the (Advanced Transportation Control and Movement Document (ATCMD)) from the MTMS Field Module. For the GOCO plants and Pine Bluff, the ATCMD is prepared online in the MTMS Web. This data is validated by the shipper for accuracy, then passed to the Worldwide Port

System (WPS), where it is either successfully receipted or rejected. The MTMS status screen on the Web provides up to date status on each requisition. The CONUS desk will assist the installation users as required and will coordinate Flatrack/Crop requirements with the AFSC Flatrack Management Center. More detailed support/ guidance for the ITO can be obtained from AMSFS-ST (DSN 793-4157/3852/5813 (COML (309) 782-)).

c. Prepositioned War Reserve Munitions (PREPO) and Army Pre-Positioned Stocks (APS) shipments are planned similar to the OCONUS shipments. AFSC transportation coordinates a movement plan with the shippers, port, and services prior to execution and will coordinate Flatrack/Crop requirements with the AFSC Flatrack Management Center. An ATCMD is required, however they do not need to be offered to SDDC (IBS) for booking. More detailed support/ guidance for the ITO can be obtained from the PREPO desk, AMSFS-ST (DSN 793-4157/3852/5813, COML (309) 782-)).

d. Movements under the General Cargo Program (inert munitions) are planned and executed in a similar fashion to OCONUS. Once requirements have been identified by the requisitioner and submitted to AFSC transportation thru the MTMS system the General Cargo desk will offer munitions to SDDC. Because tonnage is much less than OCONUS munitions movements, general cargo movements are called forward on vessels that have space availability. At that time, the General Cargo desk will instruct the ITO when/where to ship, etc. The General Cargo desk monitors the shipments thru the (WPS) and Global Transportation Network (GTN) to ensure material sets sail on board designated vessel. More detailed support/ guidance for the ITO can be obtained from AMSFS-ST (DSN 793-6243/3852, COML (309) 782-)).

e. The FMS Movement Team begins its coordinated work effort when FMS requirements reach the delivery stage. Upon initial request for transportation support, the FMS team submits release request (much like CONUS) to the ITO and SDDC.

(1) Non Freight Forwarder, Defense Transportation System Movement (DTSM), will deliver at the overseas POD along-side the vessel or aircraft. The Department of Defense (DoD) is responsible for movement from the point of origin to the overseas POD, including discharge of the ship or aircraft. After material clears QA and Surveillance, an export release request is submitted to JMC. Once the release is submitted and tonnage is accumulated the DoD requests a vessel for movement via SDDC. This office then coordinates with all depots to have the material shipped to the port.

(2) The Freight Forwarder (FF) identified by SDDC will send release information to the FMS team. The FMS team at that point will send all applicable data and instructions to the ITO regarding shipment of material to designated port. The FMS team will coordinate with the ITO ensuring the Notice of Availability (NOA) is sent to the FF and the ATCMDs are completed. Any shipping discrepancies noted come to the FMS team through the security assistance program for follow up with the ITO(shipper). More detailed support/guidance for the ITO can be obtained from AMSFS-ST (DSN 793-3720/6243, COML (309) 782-).

f. The Airlift Movement Team coordinates air shipments through the Air Mobility Command (AMC) channels, Special Assignment Airlift Missions (SAAM), or Dedicated Airlift/Pilot Pick-Up. Requirements are challenged by the OCONUS desk to determine mode of shipment, surface or air. After determination is made to ship via air, the airlift team sets the APOE/APOD and TAC Code in MTMS. The shipper completes the ATCMD in MTMS and transmits to the Financial Air Clearance Transportation System (FACTS). Once clearance has been received from FACTS into MTMS, the shipper arranges for movement to the port. The mission number is electronically forwarded to MTMS thru interface with FACTS, and is available to the shipper in the MTMS status screen. SAAM airlifts are dedicated missions usually involving lift to areas where AMC channel movement is not available or movement that have a short required delivery dates. When such a need is noted, a request is sent to the U.S. Transportation Command (USTRANSCOM) (SAAM coordinator, DSN 779-1114 coml 618-229-1114) with the appropriate information (i.e., APOD, APOE, type of hazardous material, qty's, tonnage) required to complete such a mission from the Airlift Movement Team. Once the mission is approved by the SAAM office, the shipper is notified by AFSC transportation as to shipping instructions. The Airlift Movement Team then monitors the SAAM from origin to destination through the Single Mobility System (SMS) and informs the customer of the status. The requirements are not offered to the Air Clearance Authority (ACA) system for SAAM movements. Contingency situations may dictate dedicated use of aircraft to meet mission requirements. USTRANSCOM J3-RR in coordination with the Airlift team, coordinate airlift mission. The Airlift team monitors the airlift movement to its final destination via SMS until mission completion. AFSC transportation then notifies the customer of the status of the missions arrival. More detailed support/guidance for the ITO can be obtained from AMSFS-ST (DSN 793-5390/3852/6243, COML (309) 782-).

g. Within the guidelines of the DOD 4500.9-R, Chapter 201, essential transportation training opportunities using government/military-owned or organic assets with reserve resources to

train for wartime missions are allowed. However, prior to such use, an industry assessment impact request must be forwarded to AMSFS-ST for approval and forwarding to SDDC. SDDC will forward the results of their assessment to Headquarters, Department of the Army (HQDA) for approval or disapproval. If it is determined that a military transportation mission opportunity exists the information should be provided NLT 1 year prior to the planned exercise.

(1) Title of training exercise and summary of potential benefits.

(2) Transportation units involved by type and designation; indicate which units are reserved or active component.

(3) Type of cargo/commodity, estimated tonnage, and number of movements required to accomplish training objectives.

(4) Rationale for selection of the type of non-unit cargo to be moved (i.e., Does the cargo have unique training value? Will the use of alternative types of cargo impair quality of training?).

(5) Estimated number of Government transportation assets required to meet training objectives.

(6) Geographic area of exercise with origins and destinations of movement.

(7) Estimated timeframe of exercise (Start Exercise (STARTEX) to End Exercise (ENDEX)).

(8) Designated unit with command and control over units executing exercise, and training exercise point of contact or action officer.

More detailed support/guidance for the ITO can be obtained from AMSFS-ST (DSN 793-5612/5375/6597, COML (309) 782-).

h. All munitions commodities will require a bill of lading be prepared IAW DOD 4500.9-R, Chapter 206. Global Freight Management (GFM), Electronic Transportation Acquisition (ETA) will be utilized for preparing bills of lading. Bill of lading support documentation will include but not be limited to DD Form 1907 (Signature and Tally Record), DD Form 626 (Motor Vehicle Inspection), and carrier routings. Documented carrier shipment acceptance/refusal records will also be included in the bill of lading file and maintained in a central location. POWERTRACK

will be used for tracking payment and reconciliation. ETA and POWERTRACK will be accessible through the Web. More detailed support/guidance can be obtained from the ITO (DSN 793-5030/6716/619, COML (309) 782-).

i. The ITO must institute a clear and "open air" policy when carriers request bill of lading register information. While ITOs may require advance requests for information (to allow sufficient time for data compilation), this information will be provided and should be based on available formatted output products, most likely from the GFM/ETA system. The AFSC Transportation originator does not expect ITO's to provide specially designed/formatted products as specified by carriers. More detailed support/guidance can be obtained from the ITO (DSN 793-5030/6716/6191, COML (309) 782-).

j. AMSFS-ST is currently assisting the JMC GOGO sites with creation and submission of REPSHIPS thru MTMS. Copies of all REPSHIP's are being forwarded to the installations as well as being stored at the JMC/AFSC level. Shippers of Transportation Protective Service (TPS) material will forward a REPSHIP via e-mail, fax, message or a copy of the BL. The document must be sent to the port, final destination and trans-shipment points no later than two hours after the shipment's departure. All receivers will establish and maintain suspense lists to ensure timely receipt of material.

k. AMSFS-ST has led an initiative to provide an electronic (automated) source of high integrity ammunition transportation and supply data, with real-time intransit visibility, to JMC/AFSC shipping activities, port and to our customers. Continued funding has resulted in development of standardized business processes and software applications at JMC depots. Enhancements incorporate bar coding, Radio Frequency (RF) technology, and other automated systems and hardware applications in daily business practices and data transfer capabilities of AFSC. JMC/AFSC objective is to remove excess paperwork/manual entry and convert to 2D bar code environment operating via handheld scanner or RF application(s). More detailed support/guidance for ITO can be obtained from AMSFS-ST (DSN 793-6720/5879, COML (309)782-).

GLOSSARY

ACA	Air Clearance Authority
ADAP	Ammunition Demand Automated Process
AIT	Automated Identification Technology
AIT-PI	Automated Identification Technology-Pilot Implementation
AMC	Air Mobility Command
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
ASMP	Army Strategic Mobility Program
ATCMD	Advanced Transportation Control and Movement Document
CONUS	Continental United States
CPP	Carrier Performance Program
DTR	Defense Transportation Regulation
DTTS	Defense Transportation Tracking System
EDI	Electronic Data Interchange
ENDEX	End Exercise
ETA	Electronic Transportation Acquisition
FACTS	Financial Air Clearance Transportation System
FF	Freight Forwarder
FMS	Foreign Military Sales
GFM	Global Freight Management
HAZMAT	Hazardous Material
HQDA	Headquarters, Department of the Army
IBS	Integrated Booking System
ISO	International Organization for Standardization
ITO	Installation Transportation Officer
ITV/TAV	Intransit Visibility and Total Asset Visibility
JMTCA	Joint Munitions Transportation Coordinating Activity
MSMP	Munitions Strategic Mobility Program
MTMS	Munitions Transportation Management System
MTMS-FM	Munitions Transportation Management System Field Module
NOA	Notice Of Availability
OCONUS	Outside Continental United States
OMA	Operation and Maintenance, Army
POD	Port of Debarkation
POE	Port of Embarkation
PREPO	Prepositioned War Reserve
RF	Radio Frequency
SAAM	Special Assignment Airlift Mission
STAREX	Start Exercise
TDR	Transportation Discrepancy Report
TRANSCOM	U.S. Transportation Command
WPS	Worldwide Port System